

ATJA

5 February 2007

MEMORANDUM FOR Deputy Chiefs of General and Chiefs of Special Staff Offices, HQ TRADOC

SUBJECT: Authority to Approve Attendance of Military and Civilian Personnel at Non-Federal Entity (NFE) Meetings

1. References:

a. DOD 5500.7-R, Joint Ethics Regulation (JER), 30 Aug 93, with changes.

b. AR 600-8-10, Leave and Passes, 15 Feb 06.

c. Change 1, 20 May 89, to AR 690-990-2, Hours of Duty, Pay, and Leave, Annotated, 15 Apr 85.


2. To ensure judicious use of limited HQ TRADOC travel resources with appropriate senior leader level visibility, I hereby withhold approval authority for attendance at NFE meetings and similar events to TDY travel approval authorities in the rank/grade of colonel or GS-14 or above. Deputy Chiefs of General Staff may establish a more restrictive policy, if appropriate for their organization, by withholding approval authority to a more senior level.

3. Only authorize attendance at NFE conferences/meetings at government expense when the benefits of attending substantially advance the interest of the approving organization, TRADOC, and the Army. Per reference 1a, approval authorities must consult with their ethics counselor before granting permission to attend a conference.

4. If an NFE requests any TRADOC organization to provide a speaker (or any other logistical support beyond mere attendance) at an NFE meeting, this logistical support requires a separate analysis under paragraph 3-211 of reference 1a. Consult your ethics counselor for assistance before providing any logistical support, including speakers, to an NFE event.

5. References 1b and c, respectively, govern approval to authorize travel to NFE meetings/conferences in a permissive TDY or excused absence status.

6. Point of contact is TRADOC OSJA at extension 2302.


WILLIAM S. WALLACE
General, U.S. Army
Commanding